

# Hamilton Township Fire District #4

## MEETING MINUTES

### REGULAR MEETING BOARD OF FIRE COMMISSIONERS

**DATE:** May 13, 2010  
**LOCATION:** District Headquarter

**BOARD MEMBERS PRESENT:** Commissioner Fred Yaede  
Chairman Commissioner Betty Newbon  
Treasurer/ Commissioner John Newbon  
Commissioner Chelsea Chrisner  
Secretary/ Commissioner Keith Lesslie

The meeting was called to order by Commissioner Betty Newbon at 7:35 PM . Meeting is being held with benefit of Public Notice, in accordance with the Sunshine Act.

The **Pledge of Allegiance** was recited.

**APPROVAL OF PREVIOUS MINUTES** - Be it resolved that the Minutes of the previous meeting was approved.

**SECRETARY REPORT** - Commisisoner Lesslie reported that he received 3 checks and handed them over to Commissioner /Treasurer Jo. Newbon. The check were from Highland Claim Service of \$1,588.00, Hamilton Twp \$438,612.50 and another check from Highland Claim Service of \$1,588.00

**COMMUNICATION:**

Received a letter from the Enterprise Fire Company in regards to asking the board of fire commissioners to continue to support them with a quarterly amount of \$7,500.00

Received a letter from the Enterprise Fire Company stating that they reviewed the proposal of the Duty Crew from Chief Gray and they are in full support of his proposed policy.

Received a letter from Burlington County Academy regarding FF Martin Hancock has been dropped from the EMS class due to non-attendance.

Received Chief Smolka car report. Chief Smolka reported that he need to fix the 1<sup>st</sup> catalyist and he got an oil change from Kimmel.

Received Chief Gray car report. Siren and Console has not yet been installed.

Received an application for the position of Firefighter from Daniel Hessler. The board of commissioner are not hiring at this time. Application to be put into communication file.

Received a letter from the NJ State Department of Labor asking to fill out occupational records. Secretary to sit with Treasurer to fill out.

Received a letter from the State of NJ Department of Treasury regarding 3 employees who hasn't provided proper documentation proving their dependent coverage. Commissioner Jo. Newbon spoke with the 3 employees and they have been informed. Sect. to file letter in each employees file.

Received a letter from the Fire Marshal office in regards to the terminology of Bonfires/recreational fires. Secretary to file.

Received the training logs from Capt. Pete Esposti.

#### **FINANCIAL MATTERS:**

Commissioner Yaede made a motion to approve the monthly bills totaling \$135,543.88 which was seconded by Commissioner Lesslie and unanimously approved by the board. Bills sheet is attached to minutes.

#### **COMMISSIONERS REPORT:**

Commissioner Jo. Newbon reported that Engine 14-4 pump was checked by the crew and found ok, Ladder 14 pump was checked and found ok, Engine 14-2 Brakes and Switch , all generators service in both station and Special Service truck, Gave permission to Capt. Esposti to pick up supplies, Received the state budget and all is in order, Sent out FF Mark Ross coat to get repair, all the outside doors are in and installed, and 2 name tags for Station 14-2 were purchased and not approved. Chief to check.

Commissioner Be. Newbon reported the shed is in. Also, need someone to pick up the new bedding at Sleepy warehouse.

Commissioner Christner reported the situation with the airpack that are missing from Sta. 14-2.

Commissioner Yaede reported on a meeting he attended. It was the Hamilton Twp. Public Safety Meeting. A lot of information was reported and he will be attending these meeting to stay on top of the situation. He will report back to the board with more information when he gets them.

Commissioner Lesslie reported that Ladder 14 had Hydraulic fluid leaking. He notified Comm. Jo. Newbon. Career staff are asked if a new picnic table and some outside lawn

care supplies can be purchased. Fire Marshal Prince will get list and give to board to purchase.

## **BUILDING & GROUNDS**

Concrete work was supposed to start, but a health problem with owner. Job will be delayed a little.

Comm. Yaede reported that the career staff bedroom will be delayed approx. 2 months due to the construction company having other jobs. Board will hold and wait till construction company can get to the job at Headquarter.

Comm. Yaede received two bids to replace the fence at Headquarters. A bid of \$1,350.00 from Gallagher fencing was approved. Motion by Comm. Jo Newbon, seconded by Comm. Lesslie to approved the bid. This was unanimously approved by the board.

Received bids for the signs, but they are not to our spec. Will report back at next meeting.

Comm. Jo Newbon reported that he found a copiers that will do everything, such as fax, copy, for a total of \$849.00 Motion by Comm. Yaede, seconded by Comm. Lesslie to purchase the new copier. This was unanimously approved by the board.

## **MONTHLY REPORT BY THE CHIEF OF DEPARTMENT**

Chief Gray reported that his company attended the Dreamlist Operation at Mercer Airport. The district responded to 3 fires incident over the past couple weeks, job well done by the crews. Reported that FF Mark Ross coat needed repair and also that FF Hancock was dropped from EMS school. Chief asked the board about the equipment list for 2010. List will be worked on at next workshop meeting.

## **MONTHLY REPORT BY THE ASST CHIEF OF DEPARTMENT**

Asst. Chief Smolka reported that a drill on Apr. 26 was held on Handlines. The FIT test for the facepiece will be held on Jun. 3<sup>rd</sup> at Headquarters and June 7<sup>th</sup> at Sta. 14-2. Testing start at 6:30 p.m. The District SOG is ready, and would like permission to have Staples put them together. The total would be \$495.00 to print off 50 copies which will be enough for both station. Motion by Comm. Yaede and seconded by Comm. Lesslie to approve the purchase of the SOG copies. This was unanimously approved by the board.

**COMMENT FROM THE FLOOR**

Comm. Yaede added that Jake Genovay is receiving an award from the New Jersey State Fire and EMS on June 14<sup>th</sup>. Comm. Newbon to look into getting a table for the board to attend the award.

**NEXT SCHEDULED MEETINGS:**

Chairman Commissioner Betty Newbon mentioned that our next public meeting will be June 10<sup>th</sup> at the Enterprise Fire Company at 7:30 p.m.. Our next workshop meeting will be held on June 27, 2010 at district headquarter at 7:00 p.m..

**THE MEETING ADJOURNED AT 9:36 P.M.**

Minutes prepared and submitted by:

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Commissioner Keith Lesslie, Secretary

Minutes APPROVED by Fire Commissioners on \_\_\_\_\_

